

WINCHESTER RETIREMENT BOARD

71 Mt. Vernon Street
Winchester, MA 01890
781 721-7127

Board Members:

Stacie A. Ward, Ex-Officio
George F. Morrissey, Chairman
Robert A. Frary, Elected Member, Vice-Chair
Philip Ciampa, Elected Member
Michael Lucas, Appointed Member

Karen Manchuso
Administrator

Phone: (781) 721-7127
Fax: (781) 721-7156
kmanchuso@winchester.us

The Winchester Retirement Board requests that individuals interested in serving in a voluntary capacity as the Fifth Member of the Winchester Retirement Board submit a letter of interest listing qualifications no later than the end of business on Tuesday, November 9, 2022 at 12 Noon. In accordance with M.G.L. c. 32, s. 20(4) the Fifth Board Member will be appointed by the other four board members for a three-year term commencing January 1, 2023.

Winchester Retirement Board Members are fiduciaries of the Winchester Retirement System who are responsible for overseeing the administration of retirement benefits to over 750 active and retired public employees of 2 governmental units. Board Members perform their duties solely in the interest of its members and beneficiaries in accordance with Massachusetts General Laws, the rules and regulations promulgated by the Public Employee Retirement Administration Commission (PERAC) and the rules and regulations adopted by the Board as approved by PERAC. The successful candidate must be available to attend Board meetings once a month.

Per M.G.L. c. 32, s. 20(4)(b) the Fifth Member shall NOT be an employee, retiree or official (elected, appointed or volunteer) of the Town of Winchester or the Winchester Housing Authority.

The term of office shall run from 01/01/2023 – 12/31/2026

Board Members are required to:

File an Annual Statement of Financial Interest with PERAC detailing personal assets

- Complete Conflict of Interest and Ethics training biannually
- Develop knowledge of Massachusetts Open Meeting Law
- Develop knowledge of Massachusetts General Laws, Chapter 32
- Attend meetings, seminars and education trainings as necessary
- Complete 18 hours of training during their term in order to continue to serve on the Board

Letters of interest, resumes and other qualifications may be mailed to Winchester Retirement System, 71 Mount Vernon Street, Winchester, MA 01890 or sent electronically to kmanchuso@winchester.us.

For additional information regarding the Fifth Member position, please contact Karen Manchuso at (781)721-7127.